

# Taking Civil Service Exams

## Strategies for Success

### **Performance Exam**

- Study the elements of the test!
- Practice, practice, practice!
- Listen carefully and follow all instructions
- Remember, safety first!

### **Before the Test**

- Research and review materials
- Get a good night's sleep
- Make accommodations for transportation and child care
- Allow extra time to get to the test location
- Dress comfortably
- Bring all required items
- Think positive and keep test in perspective!

### **During the Test**

- Manage your time
- Relax... Don't panic!

### **After the Test**

- Review your test answers
- If not satisfied with score, schedule to test again

**A Positive  
Attitude &  
Preparation  
leads to  
SUCCESS!**

